



**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**  
441 4TH STREET, NW, SUITE 450 NORTH  
WASHINGTON, DC 20001-2714



Tel: (202) 442-9094 • Fax: (202) 442-4789 • Email: [oah.filing@dc.gov](mailto:oah.filing@dc.gov)

_____ Petitioner(s),  v.  _____ Respondent(s)	Case No(s).: _____
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### Request for Discovery

*You may use this form to ask the Administrative Law Judge to allow discovery in your case. Discovery refers to the formal process of getting information from the other party before an evidentiary hearing. If you have a **Public Sector Worker's Compensation case**, refer to OAH Rule 2954 for permissible discovery. For **all other cases**, discovery generally is not permitted but may be allowed upon request if you have a good reason. See OAH Rule 2825.*

Name (please print): _____	Representative: _____
Address: _____	Address: _____
_____ Ward: _____	_____
Telephone: _____	Telephone: _____
Email: _____	Email: _____

I consent to receive documents by email (OAH Rule 2841.16)       I consent to receive documents by email (OAH Rule 2841.16)

**I am requesting the following methods of discovery (check all that apply):**

- Interrogatories                       Deposition                       Requests for Admission  
 Subpoena for Production of Documents or Inspection of Premises (**you must include a proposed subpoena**)

For each type of discovery requested, explain the relevance of the information you are seeking and all your previous attempts to get this information from the other party. Use an additional page if needed.

Name of person preparing request: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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## Certificate of Service

*You must send copies of any papers you file at OAH to the other party. By signing this form, you are stating that you sent the copies.*

Party Name: \_\_\_\_\_

Representative (if party has one): \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Ward: \_\_\_\_\_

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

I consent to receive documents by email (OAH Rule 2841.16)

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I have sent a copy of the attached documents to the other party(s) in this case. They are listed below:

Name: \_\_\_\_\_

**Method of Delivery:**

Address: \_\_\_\_\_

Mail     Commercial Carrier     Hand Delivery

\_\_\_\_\_

Fax, to: \_\_\_\_\_

Date sent: \_\_\_\_\_

Email, to: \_\_\_\_\_

(Email is allowed only if the party has agreed in writing)

Name: \_\_\_\_\_

**Method of Delivery:**

Address: \_\_\_\_\_

Mail     Commercial Carrier     Hand Delivery

\_\_\_\_\_

Fax, to: \_\_\_\_\_

Date sent: \_\_\_\_\_

Email, to: \_\_\_\_\_

(Email is allowed only if the party has agreed in writing)

**If you sent documents to more than two people, provide the above information for the additional people on a separate sheet of paper.**

Name of person providing information: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_